



RENEWAL APPLICATION
MONTANA BOARD OF PHYSICAL THERAPY EXAMINERS
301 S PARK
P O BOX 200513
www.pt.mt.gov
(406) 841-2391

LICENSE NO. _____

RENEW DATE _____

STATUS: _____

NAME: _____

ADDRESS: _____

CITY: _____ ST: _____ ZIP: _____

ADDRESS CORRECTIONS ONLY:

NAME: _____

ADDRESS: _____

CITY: _____

STATE: _____

ZIP/COUNTRY: _____

Your Montana Physical Therapy license will expire on **April 1**. Please check the following license type you wish to renew:
____ PHYSICAL THERAPIST ____ PHYSICAL THERAPIST ASSISTANT

YOU MAY ALSO RENEW ONLINE, GO TO: <https://app.mt.gov/renewal>

To renew your Montana Physical Therapy license via mail:

- 1) Complete and sign the renewal application.
- 2) Read the continuing education statement below.
- 3) Answer the disciplinary question at the bottom of the form.
- 4) Submit a check or money order for \$60.00 made payable to the Board of Physical Therapy Examiners.
DO NOT SEND CASH.
- 5) All licenses must be renewed on or before April 1. Renewals postmarked after April 1 will be assessed a late fee of \$50.00, increasing the total amount due to \$110.00.
- 6) Sign and date the renewal application and return it to the Board office with the appropriate fee on or before April 1.
- 7) Indicate any address correction/change where requested at the top of the form.

CONTINUING EDUCATION REQUIREMENT:

It is the responsibility of the licensee to see that continuing education requirements are met, and that evidence is submitted to the Board office biennially with their license renewal. Furthermore, the following applies:

**** Commencing on or before April 30 of each odd-numbered year, licensees with odd-numbered licenses shall submit at least 20 continuing education hours earned within the 24 months prior to the renewal date in each odd-numbered year. Do not report continuing education on even-numbered years.**

**** Commencing on or before April 30 of each even-numbered year, licensees with even-numbered licenses shall submit at least 20 continuing education hours earned within the 24 months prior to the renewal date in each even-numbered year. Do not report continuing education on odd-numbered years.**

**** No continuing education is required for licensees renewing for the first time.**

STATEMENT: By signing the application below, I declare under penalty of perjury that I have completed 20 hours of continuing education as stated if I am required to do so during this renewal cycle. I am aware that a false statement may lead to subsequent revocation of licensure on ethical grounds.

Incomplete or unsigned renewal applications will not be processed and will be returned.

LEGISLATION PASSED IN THE 2005 SESSION PROVIDES THAT A LICENSEE HAS 45 DAYS TO RENEW HIS/HER LICENSE AFTER THE DEADLINE BY PAYING BOTH THE RENEWAL FEE AND THE LATE FEE. ANYONE RENEWING 46 DAYS OR MORE AFTER THE DEADLINE MAY HAVE A COMPLAINT FILE OPENED AND THE POSSIBILITY OF UNLICENSED PRACTICE WILL BE ADDRESSED BY THE BOARD THROUGH THEIR DISCIPLINARY PROCESS.

YES ____ NO ____ **Have any legal or disciplinary actions been instituted against you since your renewal?** If so, please attach copies of the document that initiated each action and all final orders. Mont. Code Ann. Sec. 37-1-105 requires that you report this information. Failure to accurately furnish the information is grounds for denial or revocation of your license.

Your signature: _____ Date: _____

DO NOT SEND CASH